

**USACE FINANCE CENTER**  
**BIWEEKLY REPORT**  
**PERIOD ENDING 9 JANUARY 2004**

**I. CEFMS:**

A. We are developing a process for cross charging labor between districts without the requirement for transmitting government orders. This functionality is required as part of USACE 2012. The project involves multiple code changes in CEFMS modules. We plan to have the CEFMS code tested and ready for release for FY05.

B. To comply with a recent HQUSACE policy decision, we are removing from CEFMS the logic that creates and processes dispute labor charges. We are testing the programming changes for labor distribution. Our target release date for the new coding is 24 Jan 04.

C. We modified CEFMS to add "view only" capability to Screen 5.149, Labor Payroll Trial Balance. This screen will be available to users to view the FY04 and subsequent year databases.

D. We modified the nightly program that creates Revenue Generating Agreement (RGA) bills--the program sends an email to users who have an assigned RGA mail code. The email gives details of the bills created and includes an error report that shows the RGAs that meet the criteria to be billed, but do not contain all of the required information to create a bill. The responsible users may then correct the RGA data so a bill can be created.

E. As a result of receiving problem reports/phone calls citing inability to update a cost share control records because the responsible employee was not available and no other employees had been assigned as an alternate, we revised the funding account completion program (facmpltn) to reassign technical and financial points of contacts on customer orders and alternate responsible employees on active cost share control records. This is in addition to the reassignment of responsible employees on work items that the program previously processed.

F. We corrected a problem in the Corps to Corps IPAC Disbursement process related to the selection of payment address information. We added a new indicator field to the payment address table in CEFMS to allow identification of the proper address to be inserted into the Check Register for disbursements. The transmission process from the performing database now looks for this payment address to insert into the requesting database.

G. We modified CEFMS to allow the book cost of assets in the same property category to be moved from one asset record to another. This capability will allow USACE activities that loaded asset values incorrectly during conversion from COEMIS to CEFMS to correct those values using a standard system process. Prior to this modification, a system script was required to correct the errors.

H. We added a new disbursement transaction correlation to the cost-transfer process. An activity had charged disposal costs to an incorrect asset work item and needed to transfer Construction in Process (CIP) costs to disposal costs on a disposal work item. By adding the disbursement correlation, an activity can now transfer CIP costs to disposal costs for a different asset work item while keeping subsidiary costs ledgers and general ledgers in balance.

I. Two new report identifiers were added to the Status of Funds by Command Indicator Code. The new report identifiers are for the Leased Government Housing program and the Standards and Criteria program. These reports now provide HQ USACE with all USACE activities monthly funding, obligation, commitment and cost information for these two programs.

J. We provided DoD IG auditors a spreadsheet of Interest During Construction costs incurred at the Multi-Purpose Power Districts for FY03. The auditors are reviewing these costs as part of their validation of Construction in Progress assets for the FY03 financial statements.

K. The new CEFMS Unliquidated Obligation (ULO) module has been deployed and we are currently demonstrating the process to USACE activities. This paperless process should be a great improvement over past procedures required for ULO reviews.

## II. PROBLEM REPORTS/IMBALANCES:

### A. Open problem report inventory:

	<u>This Report</u>	<u>Last Report</u>
Total Problems	846	854
Priority #1 Problems	95	97

Received 45 new problem reports and completed 53 problem reports.

### B. Database Imbalances on our 61 Production Sites:

<u># of Imbalances</u>	<u>This Report</u>	<u>Last Report</u>
None	57	52
One	1	6
Three	1	1
Four	1	1
Ten	1	1

### III. ACCOUNTING OPERATIONS:

#### A. NUMBER AND LOCATION OF ONBOARD PERSONNEL:

<u>LOCATION</u>	<u>ONBOARD</u>
MILLINGTON	243
HUNTSVILLE	23
USACE HQ	1
<u>DA INTERN</u>	<u>4</u>
TOTAL	271

#### B. DISBURSING WORKLOAD DATA:

<u>PAYMENT</u>	<u>CURRENT MONTH</u> <u>Jan 01 - 06</u>	<u>YEAR TO DATE</u> <u>Oct 01 - Jan 06</u>
BY CHECK:		
Checks Issued	1,805	39,090
Percent of Total	13%	14%
Dollar Amount	\$12,892,532	\$330,365,828
BY EFT:		
Transfers Made	5,975	144,572
Percent of Total	87%	86%
Dollar Amount	\$259,536,836	\$4,298,647,496

### IV. OTHER UFC ISSUES:

A. The DoD Information Technology Security Certification Accreditation Process (DITSCAP) for the UFC Local Area Network (LAN) is on going. The first In-Process Review was held 17 December 2003. The Phase I work is nearing completion. Some of the network evaluation work was delayed due to problems with a sub-contractor. The contractor has assured us the problems will be resolved and the project will be completed on time.

B. The Finance Center has completed the annual TAADS update. This manpower initiative document needed military funded positions for inclusion in the FY06 Command Plan (CPLAN) cycle, and will be the basis for development of the Table of Distribution and Allowances (TDA). We project a need for 96 military funded positions in FY06 - a reduction of four positions from last year's submission.

C. We completed the FY 2006 - 2010 Information Technology Investment Portfolio budget/plan on 19 December 2003. This plan documents information technology requirements using the Information Technology Investment Portfolio System (ITIPS). The UFC's primary ITIPS initiatives are for the maintenance and operation of CEFMS and the Corps of Engineers Enterprise Management Information System (CEEMIS).

D. At the request of DFAS, the Disbursing Division is now using the Defense Check Reconciliation Module (DCRM) to process stop payments on military funded checks rather than contacting the Treasury. DFAS was receiving data integrity error reports because USACE was not using DCRM for stop payment processing. This new capability should eliminate USACE errors in the DFAS reports.

E. We issued a memorandum on utility payments to all USACE activities asking each activity to review their utility obligations to help ensure accurate and timely payment of utilities invoices. The guidance provided proper coding of CEFMS utility obligations concerning the Prompt Payment Act, debtor class codes, acceptance and receiving dates, and payment terms.

F. The Travel Division is currently computing and paying Permanent Change of Station (PCS) travel vouchers within one week of receipt. At the request of several USACE activities, we have added additional resources in the Travel Division PCS unit to achieve the faster turn-around time.

G. Most USACE activities met the 31 December 2003 OSD deadline for the write-off of Accounts Receivable over 2-years old. With HQ USACE (CERM-F) assistance, we are working with 4 activities that did not meet the OSD 31 December 2003 deadline.

H. Ms. Anne Schmitt-Shoemaker was selected as the Chief, Disbursing Division. Ms. Schmitt-Shoemaker replaces Mr. Lee Autry who is now the Deputy Director, Finance.

I. Mr. Lee Autry, Deputy Director for Finance was designated by HQ USACE (CECW-ON) the USACE National Recreation Reservation Service (NRRS) Financial Advisor. Lee will coordinate USACE NRRS financial issues with Mr. Greg Webb, NRRS USACE Program Manager. Mr. Mike Wolf, F&A Officer Northwestern Division, has previously been the USACE Financial advisor to NRRS. NRRS is a Department of Interior e-government one-stop shopping initiative for making reservations at US Forest Service, National Parks Service, and US Army Corps of Engineers recreation sites.

J. Our Disbursing Division has completed all tax certifications and deposits for Permanent Change of Station (PCS) travel vouchers and Homeowners Assistance Program for calendar year 2003. We plan to print and mail all W-2's by 23 Jan 04.

K. Based on MG Griffin's meeting with DCAA on 19 Dec 03, payments on contract DACA63-03-D-0005, Task Order 0005 to Kellogg Brown and Root (KBR) are being made when due. No payments are being held on this contract. We anticipate that the contract will be modified and the payment terms will be shortened from a 30-day to a 14-day payment due date.